

**CABARRUS PARTNERSHIP FOR CHILDREN
BOARD OF DIRECTOR'S MEETING
TUESDAY, AUGUST 28,2018**

The Board of Directors of the Cabarrus Partnership for Children met on Tuesday, August 28, 2018 at 12:00 noon at All Saints Episcopal Church. Board Chair Robbie Furr presided over the meeting.

These board members were present:

- | | |
|-----------------------|------------------------------------|
| 1. Rose Staples Deese | Community/Business/Attorney |
| 2. Robert Furr | Government |
| 3. Joseph Houston | Community/Business |
| 4. Dr. Kim Kane | Community/Business/Dentist |
| 5. Cheryl Kelling | Community/Advocate |
| 6. Steve Morris | Government |
| 7. Yolanda Simms | Community/Business |
| 8. Hilary Smith | Services |
| 9. Jackie Whitfield | Community/Faith Community/Advocate |

These board members were absent:

- | | |
|----------------------------|----------|
| 1. Denisha Torrence Nesbit | Services |
|----------------------------|----------|

A quorum was present.

These staff members and guests were present: Ann Benfield, Ariel Ayers, and Stephanie Bynum (via teleconference).

Welcome, Introductions, Chair's Remarks

Robbie Furr welcomed four new board members and thanked everyone for attending the meeting.

Ann Benfield asked each member to review the conflict of interest policy and sign the conflict of interest disclosure form provided per NCPC's conflict of interest requirement.

Ann also asked board members to sign up for a committee for FY18-19. Committee are as follows:

Executive Committee: Robbie Furr, Joseph Houston, Rose Staples Deese, Yolanda Simms

Finance Committee: Joseph Houston, Robbie Furr

Development Committee: Yolanda Simms and Kim Kane

Governance Committee: Rose Staples Deese, Steve Morris, Denisha Torrence Nesbit

Program Oversight: Hilary Smith, Cheryl Kelling, Gale Coor, Christie Honeycutt Jackie Whitfield

Approval of Agenda

Steve Morris made the motion to approve the agenda as presented.

2nd: Hilary Smith

The motion passed unanimously.

Consent Agenda

Consent Agenda items were emailed to board members prior to the meeting, including: Minutes of June 26, 2018 Board Meeting and ED Report.

Steve Morris moved to accept the Consent Agenda Items as presented

2nd: Rose Staples Deese

The motion passed unanimously.

ACTION ITEMS:

Program Oversight Committee

Ann Benfield presented an overview of the August 14, 2018 Program Oversight Committee meeting, including the review of the 4th quarter evaluation report and the program timeline was presented for board approval.

Robbie presented the Program Planning Timeline recommendation from the Program Oversight Committee and stated as a recommendation from committee, we needed a vote and all were in favor to approve timeline as submitted.

The Program Oversight Committee also reviewed a potential Healthy Food Policy that will be reviewed by the board at October's meeting. The Program Oversight Committee also reviewed information on Three School Program and decided to delay until another county program was operating to see if program is needed.

An update on early child care programs was provided because NCPReK site selection had to be redone in May per the state's request after a complaint was filed by a child care provider. Robbie Furr and Ann Benfield met with this provider and another provider to discuss their concerns. Minutes of this meeting were provided for board's review, including the request that the board consider providing funding assistance to child care providers in the form of WAGE\$ or the Directors' Academy. Since the meeting, all child care center providers have been invited to NCPReK's Early Education Committee.

Finance Reports & FY 18-19

Ariel Ayers reviewed the FY 18-19 Smart Start Expenditure Report, FY 18-19 NCPK Expenditure Report, FY 18-19 CCDF/NCPK Expenditure Report FY 18-19 and the FY18-19 Other Funds Report (private funds).

Ariel reported that a child care subsidy market rate increase will be effective October 2018. Staff is in process of forecasting and determining how many children will need wraparound care. Staff is hopeful some additional children can be added to the Smart Start Scholarship Program/subsidy this year.

Stephanie Bynum added there are 4400 children in Cabarrus County enrolled in Dolly Parton Imagination Library.

Executive Committee Report

Ann Benfield reported that FY17-18 reversions are completed with the exception of special appropriation (awaiting state guidance).

FY16-17 NCPK Monitoring Report shared with board and findings rectified by staff.

During monitoring, NCPK identified some unallowable expenses for FY16-17 for Families First (activities include Parents as Teachers and Celebrating Families!) Staff conducted a thorough review of all submitted expenditures for both FY16-17 and FY17-18 for this provider. Staff discussed these unallowable expenses with Executive Committee, provider and the provider's board of directors. A formal letter and monitoring report with spreadsheets detailing these expenses were sent to the provider and their board of directors. Families First has reverted funds to fully cover the unallowable expenses for both program years. For the current year, staff will monitor this DSP on a monthly basis to ensure financial compliance. Additionally, new programmatic monitoring tools will be utilized with this provider and all direct service providers in the future. A formal letter of apology was submitted from the Families First board of directors. The board also reviewed the FY 18-19 Monitoring Process for FY 18-19.

Governance Committee

The Governance Committee has not met since the last board meeting. Another board member from the governmental sector is needed. Please submit names of potential board members to Ann.

Development Committee

The Development Committee has not met since the last board meeting. A committee chair is needed due to Virginia Amendum's departure. Private donations were received from Hungry Howie's (grand opening donation), Hilbish Ford and the Cabarrus Brewing Company (August 13 event).

Anne Laukaitis Award Nominations

Nominations for the Anne Laukaitis Champion for Children Award are due to the Partnership by October 5, 2018. Ann Benfield will share the nomination form with her contacts via email. Ann encouraged all board members to share nomination with their contacts. The award will be presented at the Voices for Children luncheon on December 4, 2018 at All Saints Episcopal Church.

Annual Luncheon

The Voices for Children luncheon is scheduled at noon on December 4, 2018 at All Saints Episcopal Church.

Acronym Sheet

An acronym sheet with commonly used acronyms was distributed to all board members.

Mission Moment:

Ann Benfield shared information about the Circle of Parents Inmate Group that is led by Andrea King at the Cabarrus County jail. Since January 2016, 115 females inmates have benefitted from this program and only 9 of these participants have returned to jail. Jodi Ramirez with the county jail is very supportive of the program. Additional funding is provided by Forest Hills United Methodist Church so that women who have children older than age 5 can join the group.

Meeting Adjourned

With no further business, Hilary Smith made the motion to adjourn the meeting.

2nd: Cheryl Kelling

All were in favor.

The meeting was adjourned at 1:00 p.m.

Next Meetings

Executive Committee – September 25, 2018 at Punchy's Diner at 7:30 am

Board Meeting - Tuesday, October 23, 2018 at All Saints Episcopal Church at noon

Respectfully submitted,

Stephanie Bynum